

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

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| (1) DEPARTMENT County Fire | (2) MEETING DATE April 1, 2014 | (3) CONTACT/PHONE Robert Lewin/805-543-4244 Janet Arthur/805-593-4244 | |
| (4) SUBJECT Request to approve a five-year agreement with the California Military Department for County Fire to provide dispatch services to Camp Roberts Fire Department generating revenue of approximately \$30,000 annually. | | | |
| (5) RECOMMENDED ACTION It is recommended that the Board of Supervisors approve and direct the Chair to sign the attached agreement with the California Military Department for County Fire to provide dispatch services to the Camp Roberts Fire Department. | | | |
| (6) FUNDING SOURCE(S) California Military Department | (7) CURRENT YEAR FINANCIAL IMPACT \$4,167 dispatch svcs (2 mo.) \$17,000 one-time equip costs \$21,167 Total | (8) ANNUAL FINANCIAL IMPACT \$25,000 dispatch svcs (12 mo.) \$4,500 hardware/software maint. \$29,500 Total | (9) BUDGETED? No |
| (10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____) <input type="checkbox"/> Board Business (Time Est. ____) | | | |
| (11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A | | | |
| (12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A | | (13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A | |
| (14) LOCATION MAP N/A | (15) BUSINESS IMPACT STATEMENT? No | (16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A Date: _____ | |
| (17) ADMINISTRATIVE OFFICE REVIEW Geoff O'Quest, Administrative Analyst | | | |
| (18) SUPERVISOR DISTRICT(S) District 1 - | | | |

County of San Luis Obispo



TO: Board of Supervisors

FROM: County Fire / Chief Robert Lewin / 805-543-4244
Janet Arthur / 805-593-3499

DATE: April 1, 2014

SUBJECT: Request to approve a five-year agreement with the California Military Department for County Fire to provide dispatch services to Camp Roberts Fire Department generating revenue of approximately \$30,000 annually.

RECOMMENDATION

It is recommended that the Board of Supervisors approve and direct the Chair to sign the attached agreement with the California Military Department for County Fire to provide dispatch services to the Camp Roberts Fire Department.

DISCUSSION

The purpose of this agreement is for County Fire to provide dispatch services for Camp Roberts Fire Department. The Camp Roberts Fire Department provides emergency response services to Camp Roberts as well as automatic aid emergency response to the County and San Miguel Fire Department. Camp Roberts has requested County Fire provide them with dispatch services in order to improve the efficiency and effectiveness of their operations.

County Fire will provide Call Taking, Dispatching, and Dispatch Record Keeping services for Camp Roberts. Further, County Fire will install Mobile Data Computers in two fire engines and a rip and run printer in the fire station. The Military Department will provide \$25,000 annually to fund personnel costs for the agreement. Further, Camp Roberts will provide \$17,000 for this equipment the first year and \$4,500 annually. All charges will be adjusted annually based on costs. Camp Roberts will also be responsible for any equipment / phone line purchase, installation and maintenance expenses incurred as a result of this agreement. The workload created by this agreement represents approximately 25% of a full-time position. However, current staffing is sufficient to absorb this additional workload with added overtime.

County Fire currently provides contract dispatch services to San Miguel Fire Department, Templeton Fire Department, Santa Margarita Fire Department, Cambria Fire Department and Cayucos Fire Department.

OTHER AGENCY INVOLVEMENT/IMPACT

County counsel has reviewed the agreement as to form and legal effect. The California Military Department has approved the agreement. County risk management has reviewed the insurance requirements in the agreement.

FINANCIAL CONSIDERATIONS

The costs shall be updated by the County and provided to Camp Roberts no later than May 31 of each year, with Rates for Services during the subsequent County fiscal year (July 1 – June 30). Updated schedules will be considered a part of the agreement.

The revenue received from the Camp Roberts will reduce the amount of General Fund support provided to the County Fire Department.

The cost the first year will be \$25,000 for dispatch services, prorated on a monthly basis (\$4,167 for 2 months), plus approximately \$17,000 for hardware, software, and installation costs. Costs for subsequent years are estimated at \$25,000 for dispatch services plus approximately \$4,500 for hardware and software maintenance. All costs will be fully offset by revenues from the Military Department.

RESULTS

This agreement will increase the efficiency and improve the effectiveness of emergency responses services provide by the Camp Roberts Fire Department, which is consistent with the County's Communitywide goals of A Safer Community and A Healthier Community. Revenues provided to County Fire under this agreement will reduce the department's dependence on General Fund Support by approximately \$30,000 annually, which is consistent with A Well-Governed Community.

ATTACHMENTS

1. Camp Roberts Agreement